



**COUNTY OF SAN DIEGO  
VOLUNTEER REPORT FORM  
PERIOD JULY 1, 2011 - JUNE 30, 2012  
Deadline: July 13, 2012**

COUNTY OF SAN DIEGO  
BOARD OF SUPERVISORS

2012 JUL 16 AM 8 18

THOMAS J. PASTUSZKA  
CLERK OF THE BOARD  
OF SUPERVISORS

**1. DEPARTMENT/COURT INFORMATION:**

Department/Court: Animal Services  
Division/Unit: \_\_\_\_\_

**2. VOLUNTEER PROGRAM BENEFITS:**

a. GENERAL VOLUNTEERS (this section should include community volunteer, student intern, groups, corporations, etc).

No. of Vol.	877	Hours	34,295	X	\$21.79	=	\$747,288.05
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Types of work performed by GENERAL VOLUNTEERS in this category:

Volunteers exercise and train dogs; interact with cats and keep them socialized; clean dog and cat kennels; work in the Medical Center as assistants to Registered Veterinary Technicians and veterinarians (holding animals, cleaning instruments and work areas, helping with treatments and procedures); conduct administrative duties such as inputting information into the computer for medical personnel, submitting Pet of the Week information to various publications, keep photos updated in the DAS website, make up adoption flyers for display to showcase adoptable animals, keep forms and reports volunteers use updated daily; groom dogs and cats; work public education booths in community events.

Each fiscal year the medical department provides hands-on training for students seeking careers in the veterinary/animal field. Throughout the year we except students from the Mesa College Animal Heath Technology program, the PIMA Medical Institute Veterinary Assistant program and from several Veterinary Assistant Regional Occupation Programs (ROP). These students average between 150 and 240 hours per internship in one of our three medical centers. These students work directly under the supervision of our Registered Veterinary Technicians (RVT) and assist with our wellness programs, perform laboratory tests, administer medications, and assist the Veterinarians (DVM) with medical examinations.

General volunteers spend the bulk of their hours socializing dogs, cats and rabbits. Activities include exercising the animals, and more importantly, spending one-on-one time with them. In addition, they provide support to kennel staff through activities that include laundry, dishes and many other housekeeping tasks.

b. INSTITUTIONAL VOLUNTEERS (this section should include court referrals, honor camp inmates, PIC/RETC, GAIN, etc.)

No. of Vol.	12 Hours	209	X	\$21.79	=	\$4,554.11
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Types of work performed by INSTITUTIONAL VOLUNTEERS in this category:

These statistics includes our Stein/TRACE volunteers. Stein and TRACE are community outreach educational programs for physically and mentally challenged young adults. These volunteers do laundry and clean animal food dishes on a regular basis throughout the year.

c. SPECIALIZED VOLUNTEERS (this section should include utilization of Special Volunteers in positions requiring specific skills and/or expertise levels, for example, an attorney, physician, sports figure or celebrity). These specialized positions have verifiable compensation levels (VCL). If you have such a volunteer, please indicate the position, hours and compensation level below.)

<u>Position</u>	<u>Hours</u>	X	<u>VCL</u>	=	<u>Dollar Benefit</u>
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00

No. of Vol.	Total Hours	0	Total Value	=	\$0.00
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Types of work performed by SPECIALIZED VOLUNTEERS in this category:

d. TOTALS OF DEPARTMENT VOLUNTEERS (from above):

	<u>No. of Volunteers</u>	<u>Hours</u>	<u>Dollar Benefit</u>
2a.	877	34,295	\$747,288.05
2b.	12	209	\$4,554.11
2c.			
<b>Total Vol.</b>	<b>889</b>	<b>34,504</b>	<b>Total Value = \$751,842.16</b>

### 3. DONATIONS TO VOLUNTEER PROGRAM:

Please list all donations to the department's Volunteer program including monetary donations and tangible/intangible items. Items such as computers, air time, transportation, books, etc. Please assign a fair market value to each and add to the total value of the donations section.

Item Donated:	_____	Value:	_____
Item Donated:	_____	Value:	_____
Item Donated:	_____	Value:	_____
Item Donated:	_____	Value:	_____
Item Donated:	_____	Value:	_____

TOTAL VALUE =	\$0.00
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### 4. VOLUNTEER PROGRAM COSTS:

a. Cost of supervision of volunteers (total hours of direct supervision multiplied by the hourly rate of staff person (s) directly supervising program volunteers.)

Hours	1,800	X	Rate	\$19.66	=	\$35,388.00
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b. Cost of program coordination (total hours of program coordination multiplied the hourly rate of coordinator(s)). This section should include coordination of staff, compiling statistics, job description preparation, volunteer placement, recognition, etc.)

Hours	2,080	X	Rate	\$23.89	=	\$49,691.20
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c. Other program costs (volunteer training materials/supplies, recognition costs, etc.):

Item	Cost
Office Supplies	\$3,171.89
Training and Program Supplies	\$2,436.50

TOTAL OF OTHER PROGRAM COSTS	=	\$5,608.39
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d. TOTAL OF VOLUNTEER PROGRAM COST (add 4a, 4b, and 4c)	=	\$90,687.59
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**5. NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:**

a. Total Dollar Benefits of Volunteers, Item 2d (Page 2)	<u>\$751,842.16</u>
b. Total of Donations to Volunteer Program, Item 3 (Page 2)	<u>\$0.00</u>
c. Subtract Total of Program Costs, Item 4d (Page 3)	<u>\$90,687.59</u>

**TOTAL PROGRAM BENEFIT**

<b>\$661,154.57</b>
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**6. RECRUITING:**

Please describe your recruiting programs:

We distribute brochures and informational packets at community events. Our DAS website has volunteer information. In addition, the public will inquire directly while visiting one of our shelters.

**7. SPECIAL VOLUNTEER PROGRAM ACTIVITIES/ACHIEVEMENTS:**

Please describe any special activities and/or achievements your program was involved in during the period of this report:

We have explored areas in our program where we think we can do better, and have recently launched a new version of Pet Pals. The new program includes job descriptions, and more training presented in a user friendly format. While it is still in it's fledgling phase and has needs time to mature, it is a great start for the future. We are making better use of electronic options like online training coupled with classroom work.

**8. VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 2012-13:**

Please describe your program goals. Include activities, number of volunteers, recruitment, training, recognition and other goals:

We will continue to work with our new program, refining it along the way as it develops. We are hopeful that our shift in perspective from number of volunteers to perhaps fewer but better trained volunteers will pay off in the long run.

**9. GENERAL INFORMATION:**

Name of person completing report: Marlena Young  
Phone: 619-767-2611 Mail Stop: H39 E-Mail: marlena.young@sdcounty.ca.gov  
Volunteer Coordinator: Marlena Young  
Phone: same Mail Stop: same E-Mail: same

**10. DEPARTMENT CERTIFICATION:**

  
\_\_\_\_\_  
DEPARTMENT HEAD SIGNATURE

7-12-12  
DATE